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**DODGE COUNTY EXECUTIVE COMMITTEE**

**SEPTEMBER 14, 2020 8:00 A.M.**

**FIRST FLOOR – ROOMS H & I AUDITORIUM**

**DODGE COUNTY ADMINISTRATION BUILDING, JUNEAU, WI 53039**

The meeting was called to order at 8:00 a.m. by Dodge County Executive Committee Chairman, Russell Kottke.

Members present: Frohling, Hilbert, Kottke, Marsik, Schaefer, Schmitt (arrived at 8:05 a.m.), and Sheahan-Malloy.

Member(s) absent: None.

Others present: Dodge County Administrator Jim Mielke; Deputy County Clerk Christine M. Kjornes; Corporation Counsel Kimberly Nass; Dodge County Clerk Karen Gibson (by phone); Emergency Management Director Amy Nehls; Emergency Management Deputy Director Joe Meagher; Clearview Executive Director Ed Somers; Public Health Officer Abby Sauer; Information Technology Director Justin Reynolds; Planning and Economic Development Administrator Nate Olson; MSA Professional Services Community Development Specialist Art Bahr; Physical Facilities Director Russ Freber; County Board Supervisor David Guckenberger; County Board Supervisor Jeffrey Caine; County Board Supervisor Donna Maly (by phone); Several Members of the Public; WBEV Reporter Kevin Haugen; Daily Citizen Reporter Ken Thomas; and Watertown Daily Times Reporter Ed Zagorski.

The following Non-Committee Member County Board Supervisors requested payment for attending the meeting: Donna Maly.

Citizen Members present voiced their concerns with the Public Health Ordinance, and comments were made regarding the consideration of allowing public comment before and after meetings, and the consideration for potential marketing opportunities due to the Coronavirus (COVID-19).

Motion by Schaefer, seconded by Frohling to approve the August 3, 2020 minutes, as presented. Motion carried.

There was no discussion on Resolutions from Other Counties.

Public Health Officer Abby Sauer provided an oral update to the Committee regarding COVID-19.

Clearview Executive Director Ed Somers provided an oral update to the Committee regarding COVID-19.

Planning and Economic Development Administrator Nate Olson provided an oral report to the Committee regarding a Resolution for the Authorization to Apply for Public Service Commission Broadband Expansion Grant. Mr. Olson commented that Dodge County will continue the partnership with Netwurx and Bertram. Motion by Marsik, seconded by Sheahan-Malloy to approve the Authorization to Apply for a Public Service Commission Broadband Expansion Grant Resolution, and forward to the County Board for consideration at the September 22, 2020 meeting. Motion carried.

MSA Professional Services Community Development Specialist Art Bahr provided an oral report to the Committee regarding the close out of the Community Development Block Grant (CDBG) Funding Options. Mr. Bahr highlighted the options. Mr. Bahr commented that a decision needs to be made by November of 2020. Mr. Olson commented that the accounts receivable amount does include the

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default amount on the Audubon Inn that is located in the City of Mayville. Mr. Bahr reported that he will continue to provide information to assist Dodge County with choosing the best option.

The Committee continued with a discussion regarding the status of the Dodge County Declaration of Local State of Emergency (Public Health-COVID-19). The Committee discussed the ability to hold emergency meetings for the purpose of emergency purchases, and the need to follow the procurement policy. Emergency Management Director Amy Nehls reported that Emergency Management is still making requests to the state for personal protection equipment (PPE). After further Committee discussion, a motion was made by Frohling, seconded by Sheahan-Malloy to modify the Dodge County Declaration of Local State of Emergency (Public Health-COVID-19) to allow for CARES ACT emergency purchases for goods and services, and to move back to following standard purchasing procedures. Motion carried.

Chairman Kottke reported that the document entitled *Proposed agenda items for September 22, 2020 CB Meeting*, was included in the packet materials.

County Administrator Jim Mielke provided an oral report to the Committee regarding the Routes to Recovery Program. Mr. Mielke reported that the second application was submitted on September 11, 2020, with eligible expenses in the amount of \$148,142.09. The combined total for the first and second applications is \$156,323.43. Mr. Mielke further reported that a memo will be provided to the County Board at the September 22, 2020 meeting. Mr. Mielke commented that expenses must be incurred and paid by November 6, 2020.

Mr. Mielke anticipates no significant changes to the 2021 County Board or County Administrator Budgets.

Mr. Mielke reported that a representative from Alliant Insurance Services was onsite on September 3, 2020, and the representative reviewed eight (8) county owned buildings. Alliant Insurance Services will provide a report on square footage.

Mr. Mielke commented that the packet materials included the Alliant Insurance Service Loss Run Summary for the years 2013-2020.

Supervisor Guckenberger voiced his concerns with documents not being distributed prior to meetings, and the funding of ThriveED.

Ms. Nehls reviewed a power point presentation regarding the Integrated Emergency Management Course (IEMC) that will be held in Emmitsburg, Maryland, on April 12-15, 2021. Ms. Nehls distributed to the Committee members an acceptance letter from FEMA. Ms. Nehls reported that Dodge County will be working with the City of Waupun, and Fond du Lac County on the exercise-based training to determine specific vulnerabilities.

Corporation Counsel Kimberly Nass reported the status of contracts completed by the Corporation Counsel office.

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The Committee continued with a discussion regarding a Resolution Supporting an Increase in Per Diem paid to Drainage Board Members. Supervisor Schmitt commented that a compensation amount is not included in the draft Resolution, and he encourages the state legislature to review the increase in per diem paid to Drainage Board Members. The Committee discussed the last two (2) Whereas paragraphs, on the first page of the draft Resolution, that reference the Dodge County Judicial and Public Protection Committee. After further Committee discussion, the Committee directed Ms. Nass to change the Dodge County Judicial and Public Protection Committee to the Executive Committee, and to urge state legislature to act on this matter. Ms. Nass commented that she will make the requested changes to the draft Resolution, and bring back the final Resolution by the end of the Executive Committee meeting.

Ms. Gibson provided an oral report to the Committee regarding a Resolution to Alter the Boundaries of Dodge County Supervisory District No. 3 and Dodge County Supervisory District No. 31 Due to an Annexation from Town of Beaver Dam to City of Beaver Dam. Motion by Frohling, seconded by Schmitt to approve the Resolution to Alter the Boundaries of Dodge County Supervisory District No. 3 and Dodge County Supervisory District No. 31 Due to an Annexation from Town of Beaver Dam to City of Beaver Dam, and forward to the County Board for consideration at the September 22, 2020 meeting. Motion carried.

Chairman Kottke provided an oral report to the Committee regarding the creation of a County Board Size Study Committee. Chairman Kottke reported that Dodge County had a County Board Size Study Committee ten (10) years ago, and a County Board Size Study Committee should be created before the 2020 Census numbers are released. Motion by Schmitt, seconded by Hilbert to authorize the creation of a County Board Size Study Committee. Chairman Kottke commented that County Board members can contact him if they are interested in being a part of the Size Study Committee. Motion carried.

The Committee resumed the discussion on the Resolution Supporting an Increase in Per Diem paid to Drainage Board Members. Ms. Nass commented that she made the requested changes to the Resolution. Motion by Schmitt, seconded by Frohling to approve the Resolution Supporting an Increase in Per Diem to Drainage Board Members, and to forward to the County Board for consideration at the September 22, 2020 meeting. Motion carried.

The Committee continued with a discussion regarding a potential amendment to County Board Rule 14. After Committee discussion, it was a consensus of the Committee members that Ms. Nass modify County Board Rule 14 to include the word “standing” in regards to a committee.

The Committee continued with a discussion regarding a potential amendment to County Board Rule 4, Order of Business. Ms. Nass commented that County Board Rule 4 would need to be amended if public comment is allowed at County Board meetings. Ms. Nass will contact adjacent counties to find out if they allow public comment at County Board meetings. Chairman Kottke commented that this will be an item on the October 2020 Executive Committee agenda.

The Committee continued with a discussion regarding developing a scope for recording or broadcasting the County Board meetings. Information Technology Director Justin Reynolds commented that the Information Technology Department will put together a cost analysis, and will provide potential options to include in the 2020 Budget.

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Chairman Kottke reported that a draft Request for Proposals (RFP) for County Board Strategic Planning was included in the packet materials. Ms. Nass asked for Committee feedback on how to proceed with the RFP. Ms. Nass volunteered to collect the comments from Supervisors regarding their thoughts on the RFP for County Board Strategic Planning. Chairman Kottke commented that this will be an item on the October 2020 Executive Committee agenda, and Supervisors should direct their comments on the RFP for County Board Strategic Planning to Ms. Nass.

There was no oral Committee members Reports on Wisconsin Counties Association meetings.

Meeting adjourned at 10:29 a.m. by the order of the Chairman.

The next regular meeting is scheduled for **Monday, October 5, 2020, at 8:00 a.m.**, Rooms H & I, located on the first floor of the Administration Building.

A handwritten signature in cursive script, appearing to read "Daniel Hilbert", written over a horizontal line.

Daniel Hilbert, Secretary

**Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.**